

**REGULAR MEETING
HOUSING COMMITTEE
OCTOBER 21, 2008 – 2:00 P.M.
TRIBAL OFFICE BOARDROOM**

1. Chairperson Rebecca Alegria called the meeting to order at 2:15 p.m. Roll call was taken with a quorum present. MEMBERS PRESENT: Rebecca Alegria, Mary Husby, Kim Komanekin and Gerald Dick Jr. MEMBERS ABSENT: Kenneth A. Fish (excused) and Dave Corn. Also present: Betty Jo Wozniak, Janice LaTender, Joel Whitehouse and Linda Peters, recorder.

2. Moment of Silence. A moment of silence was observed.

3. Approval of Minutes dated August 19, 2008.

Motion made by Gerald Dick Jr. to approve the minutes dated August 19, 2008. Second was by Kim Komanekin. All those in favor of the motion signify by saying aye. Motion carried: 2 for, 0 opposed, 1 abstention (Husby) and 2 absent (Fish and Corn).

4. Admissions Policy Revisions.

Betty Jo Wozniak informed the committee that the updated Admissions Policy incorporated the Bad Debt Policy, updates to the waiting list, made some minor language changes, fixed typographical errors, and added the Student Certification to the application.

The Student Certification is only used in the initial application or if someone is moving into a tax credit project home as required.

Motion made by Gerald Dick Jr. to recommend to the Legislature to approve the Admissions Policy with the noted changes and the Student Certification. Second was by Kim Komanekin. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 0 abstentions and 2 absent (Fish and Corn).

5. Grievance Policy Revisions.

Betty Jo Wozniak presented the Grievance Policy to the committee for approval.

There are several different grievance policies or forms for individual programs that are monitored by the Housing Department. The 515 housing program needs to have a separate grievance form but it will be noted as a separate attachment. All grievances are responded to including attempts to notify individuals by certified mail. All grievances are held in the tenant files.

The form is provided for complaints but this is not a requirement. If someone walks into the office, they can provide a hand written note and the staff person that is taking the complaint will review it to make sure that all pertinent information is provided.

Ms. Wozniak will research the judicial relief question and if applicable, this will be added to the revisions.

Betty Jo Wozniak will take the proposed changes back to the legal department for revisions.

Motion made by Kim Komanekin to table the Grievance Policy. Second was by Mary Husby. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 0 abstentions and 2 absent (Fish and Corn).

6. Revisions to Rental Assistance Programs.

Betty Jo Wozniak informed the committee that the Rental Assistance program needs to be revamped to assist members that can not find housing on the Reservation and need assistance with security deposits and/or first month's rent. Currently, only 8 people can take advantage of this program due to funding constraints.

This program started because of the housing shortage here on the Reservation. The program encompasses Shawano, Brown, Outgamie, Langlade, Oconto and Marathon.

The current renters had to locate the home that would fit their needs, pass a housing inspection, enter into an agreement with us and then the program pays full rent. One rent may be high as \$1,300.00 whereas another rent may be only \$400.00. The renters have annual inspections as required by our program. There is no waiting list due to there being no money for this program.

Ms. Wozniak would like to cut the service area only to Shawano, Oconto and Langlade county, reduce the contribution amount up to 50 percent of the monthly rent, require the renters on this program to go to the respective Housing Authorities in their area of choice and apply for their program and limit program participation to one year.

The current participants would be given notice that they would be grandfathered for this policy and that only their rent will be adjusted to what the policy indicates up to 50 percent of the total amount. There is no time limit on participation.

One of the purposes of limiting the amount of rent paid is to provide other members assistance with security deposits or adding more renters to this program.

The committee questioned if the participants were notified of the proposed policy changes. Ms. Wozniak did not notify anyone as this is the first time that this is coming to the committee for input.

Motion made by Kim Komanekin to table the Revision to Rental Assistance Programs. Second was by Mary Husby. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 0 abstentions and 2 absent (Fish and Corn).

7. Tax Credit Project # 2 Request

Betty Jo Wozniak informed the committee that the tax credit # 2 project were built for rental units and not eligible for home ownership. If anyone made improvements to the home and can document this, they will be credited towards their monthly rental payment. Ms. Wozniak will be informing the tenants in small groups of their correct status as being tenants and not potential homeowners. Ms. Wozniak will be bringing this issue to the Wolf River Development Corporation for their concurrence also. The committee will review the document and discuss this further at the next meeting.

Motion made by Mary Husby to table the Tax Credit Project # 2 request. Second was by Gerald Dick. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 0 abstentions and 2 absent (Fish and Corn).

Motion made by Gerald Dick Jr. to go into Executive Session. Second was by Kim Komanekin. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 0 abstentions and 2 absent (Fish and Corn).

8. EXECUTIVE SESSION: a) Mutual Help conveyance proposal, b) Applicant concerns and c) tenant complaint.

Motion made by Gerald Dick Jr. to come out of Executive Session. Second was by Kim Komanekin. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 0 abstentions and 2 absent (Fish and Corn).

Motion made by Gerald Dick Jr. to table the monthly report, other business and the matter in Executive Session until the next meeting. Second was by Mary Husby. All those in favor of the motion signify by saying aye. Motion carried: 3 for, 0 opposed, 1 abstention (Komanekin) and 2 absent (Fish and Corn).

9. Monthly Report

Tabled until the next meeting

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10. Other Business

 Tabled until the next meeting

11. Adjournment

Motion made by Gerald Dick/Kim Komanekin to adjourn the meeting.

Meeting adjourned at 4:00 p.m.

Respectfully submitted by,

Linda Peters, recorder
Chairman's Office